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~~CONFIDENTIAL~~

JUL 23 1954

Chief, Fiscal Division

Deputy Comptroller

Establishment of Imprest Fund Cashier Operations -
Procurement Division, Logistics Office

1. There is attached a copy of my memorandum of this date addressed to the Chief, Procurement Division, Logistics Office, with respect to the establishment of an Imprest Fund with the Treasury Department.

2. It is requested that you take the necessary steps to expedite this matter and provide the Procurement Division with a supply of standard forms as are prescribed for use in operating the Imprest Funds procedure.

3. The Technical Accounting Staff has revised the procedure previously drafted for application covering Imprest Funds (copy of which is attached). It is contemplated that this procedure will be transmitted to the Regulations Control Staff for inclusion in formal Agency regulations in the near future.

[redacted] 25X1A9A

Attachments
1 - Copy of Memo to Procurement Division
2 - Copy of Proposed Agency Regulation
No [redacted] TREASURY DEPARTMENT IMPREST FUNDS 25X1A

TAS/FWG:gmk (20 July 1954)
Distribution:
Orig. & 1 - Addressee
1 - Finance Division
1 - Deputy Comptroller
1 - TAS Chrono
1 - TAS Return

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